



MedTech Development Hub

Vancouver General Hospital - Research Pavilion
Room 560, 828 West 10th Avenue
Vancouver, B.C. V5Z 1L8



MEMBERSHIP APPLICATION FORM

(For non-UBC & non-VCH appointments)

Applicant Name: _____

I am: part of an Incorporated/non-incorporated entity (Company : _____) Independent Individual

Degree of education: PhD MA.Sc B.Sc Other

Address: _____ City/ Postal Code: _____

Phone Number: _____ Email Address: _____

Emergency Contact Name and Number: _____

Policies & Guidelines

A. Membership Fees & Payment Options

1. The MedTech Development Hub fee structure is as follows:

	Non-UBC & non-VCH appointments
Access to Space	\$5/hr; max of \$30/day and \$500/month/user* **
Use of Equipment	Some equipment priced per hour of use (typically about \$1/hr per \$1000 of capital cost – e.g. a \$10k laser cutter will cost ~\$10/hr); Basic tool use included in space access fees. Users will be charged cost plus a small handling fee for use of supplies.

*For recent graduates and startups with few financial resources, price can be reduced by up to 75%, by negotiation with Hub Director. Incidental use <15 min will not be charged (e.g. to pick up

supplies or to speak with someone at the Hub). Some consideration may also be applied for contributions in kind (negotiate with Hub Director).

**For exclusive use of a portion of the space, lease rates can be arranged at a reasonable fee. A minimum commitment period will apply and can be negotiated.

2. Access to the MedTech Development Hub is available to incorporated entities as well as to UBC and VCH students, faculty and staff. Work carried out at the MedTech Development Hub may include course or thesis-related work, or may involve startup-related projects that are not explicitly for academic credit.
3. Payment may be made via Journal Voucher and/or cheque and/or credit card (see IH website for details).

B. Insurance & Liability

1. The Hub space is offered on an “as is” basis and VCH provides no representations or guarantees that the condition of the space is appropriate for the intended use by any party.
2. Lockers will be available in the hub, however, the Applicant must not store any of its own equipment or property in the Hub space unless the prior written approval of VCH is obtained. Where such approval has been granted, the Applicant will be responsible for arranging its own insurance to cover such stored equipment or property and VCH will not insure such equipment or property. The Applicant releases VCH/UBC from any claims and actions for loss, damage, cost and expense (including legal fees and disbursements) incurred by the applicant as a result of storing its own equipment or property in the Hub space.
3. The Applicant will indemnify VCH including its directors, officers, employees and agents (“Indemnified Parties”) from and against any and all claims and actions for loss, damage, cost and expense (including legal fees and disbursements) that any of the Indemnified Parties may sustain at any time in connection, directly or indirectly, with any act or omission of the Applicant or any of its directors, officers, employees, agents, contractors, subcontractors, assignees or invitees.
4. In no event will VCH be liable for any claim for special, incidental, indirect or consequential loss or damage, including loss of profits or loss of revenues.
5. The Hub strictly requires that all Applicants acquire (if the Applicant is an incorporated company or entity) worker’s compensation insurance from WorkSafeBC for all workers or employees of the Applicant OR (if the Applicant is not incorporated) Personal Option Protection Insurance from WorkSafeBC or other sources for the Applicant For more information, visit worksafebc.com.
6. Applicants must obtain the following insurance coverage for an appropriate amount (with VCH noted as an additional insured) prior to using the Hub space:
 - a) General Liability Insurance which includes “Premises Liability Insurance”; and

- b) “Tenant’s Legal Liability” insurance (usually an endorsement to the General Liability Insurance); and
 - c) Any other insurance which the Applicant may be required by law to carry, or which the Applicant considers necessary to cover risks not otherwise covered by the above specified insurance.
7. Applicants are encouraged to consult with an insurance advisor about the above-mentioned insurances, available options and quotes. Such insurances can be purchased through any offering insurance company. A list of insurance companies in Vancouver can be found at: <http://www.canpages.ca/business/BC/vancouver/insurance-companies/961-4346C0.html>
 8. Proof of insurance is required (with the amount of insurance coverage listed) and should be sent to the hub director as well as VCH.
 9. All people while at the Hub need to comply with policies of VCH and UBC.

C) Intellectual Property Policies

Participation in the MedTech Development Hub is governed by UBC's Policy #88 and VCH's Intellectual Property Policy. Participants who wish to obtain further clarity about any IP-related issues are encouraged to consult “The University of British Columbia’s Policy #88: Patents and Licensing (“UBC’s IP Policy”), (See <http://www.universitycounsel.ubc.ca/files/2015/03/policy88.pdf>), VCH’s Intellectual Property Policy (See <http://www.vchri.ca/services/intellectual-property>), the terms and conditions of any affiliation agreements between VCH and UBC and also discuss these issues with the Hub director prior to using the MedTech Development Hub.

D) Access to the MedTech Development Hub

1. The Vancouver Coastal Health Research Pavilion is a restricted access building. Members of the Hub will receive an access card to the building and the Hub.
2. Internet connection will be available in the Hub.
3. The space must not be altered (no changes to walls, outlets, wiring, etc of any kind) without authorization from VCHRI/VCH.
4. Access cards are the property of VCH and must be returned to VCHRI when one departs the Hub permanently.

Applicant’s Signature _____

Date _____